

Tuesday
June 21, 2005
Gautier, Mississippi

BE IT REMEMBERED THAT A RECESSED MEETING of the Mayor and Members of the Council of the City of Gautier, Mississippi was held June 21, 2005, at 6:30 p.m. in Gautier Municipal Building, 3330 Highway 90, Gautier, Mississippi.

Those present were Mayor Pro Tem Billy Sanders, Councilmembers, Johnny Jones, Hurley Ray Guillotte, Jim Savage, City Manager-Christy Wheeler, City Attorney-Robert Ramsay, City Clerk-Pearl B. Mercer, and other concerned citizens. ABSENT: Mayor Ken Taylor, and Councilman Don Hansford

The Mayor Pro Tem asked if there were any motions regarding the Agenda order.

AGENDA

GAUTIER, MISSISSIPPI
June 21, 2005
6:30 p.m.

ATTACHMENTS

-
- I. Call to Order
 - 1. Prayer
 - 2. Pledge of Allegiance
 - II. Agenda Order Approval
 - III. Presentation Agenda
 - IV. Announcements
 - 1. June 28, 2005/Swearing In Ceremony of Mayor and Council/7:00 p.m./Gautier Convention Center
 - V. Public Agenda
 - 1. Citizen Comments
 - VI. Business Agenda
 - 1. Consider Order Authorizing Approval of Minutes for Council Meeting held June 7, 2005 Minutes
 - 2. Consider Order Authorizing Placement of Option for Possible Building/Property Purchase Order
 - 3. Consider Resolution Authorizing Amendment to Schedule of Authorized Positions Resolution

- | | | |
|------|--|-----------------|
| 4. | Consider Order Authorizing Intern for Planning Division | Order |
| 5. | Consider Order Authorizing Approval of Pay Schedule for Probationary Firefighter | Order; Schedule |
| 6. | Consider Resolution Authorizing Budget Amendment | Resolution |
| VII. | Routine Agenda (One motion to receive items VII.1 and VII.2) | |
| 1. | Consider Order to Receive Privilege License Report for May, 2005 | Order |
| 2. | Consider Order to Receive Minutes from Library Board of Trustees Meeting Held April 14, 2005 | Minutes |
| 3. | Consider Order Authorizing Approval of Docket of Claims | Docket |

STUDY AGENDA
City of Gautier
June 21, 2005

ATTACHMENTS

- | | | |
|----|--|----------------|
| 1. | Discuss Council Comments | NO ATTACHMENTS |
| 2. | Discuss City Manager Comments | NO ATTACHMENTS |
| 3. | Adjourn until July 5, 2005, Tuesday, 6:30 p.m. | |

There being no changes, motion was made by Savage, seconded by Guillotte, to approve the Agenda order, and the following vote was recorded:

AYES:	Billy Sanders Johnny Jones James T. Savage Hurley Ray Guillotte
NAYS:	NONE
ABSENT:	Ken Taylor Don Hansford

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NO. 487-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes for Council Meeting held June 7, 2005, are here approved.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents necessary.

Motion was made by Guillotte, seconded by Savage, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

James T. Savage

Hurley Ray Guillotte

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of Gautier, Mississippi.

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

RESOLUTION

A RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS

WHEREAS, it is the desire of the Mayor and Council to amend the Schedule of Positions that was authorized on June 7, 2005, with Resolution No. 59-2005.

WHEREAS, it is the desire of the Mayor and Council to authorize, as recommended by the City Manager and Public Works Director, amending job titles to facilitate the creation of a Motor Pool to service city vehicles and equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, THAT:

SECTION 1. The schedule of authorized full-time, part-time, and reserve positions listed below is hereby adopted, as amended.

	NUMBER OF FULL-TIME AUTHORIZED POSITIONS	NUMBER OF PART-TIME AUTHORIZED POSITIONS	NUMBER OF RESERVE AUTHORIZED POSITIONS (NOT PAID)
<u>JUDICIAL</u>			
City Attorney		1	
City Judge		<u>1</u>	
Total		2	
<u>EXECUTIVE</u>			
City Manager	1		
Admn Asst.	<u>1</u>		
Total	2		
<u>ADMINISTRATION DEPARTMENT</u>			
City Clerk/Director	1		
Deputy Clerk	1		
Receptionist	1		
Personnel Asst.	1		
Office Clerk	<u>1</u>		
Total	5		
<u>FINANCE DEPARTMENT</u>			
Director	1		
Deputy Director	1		
Acctg. Tech. II	1		
Purchasing Agent	1		
Customer Service Representative	5		
Warehouse Worker	1		
Secretary	2		
Co-Op/Summer Worker		1	
Acctg. Tech I	<u>3</u>	<u>1</u>	
Total	15	1	
<u>POLICE DEPARTMENT</u>			
Police Chief	1		
Secretary II	1		
Detective Captain	1		
Police Captains	4		
Police Lieutenant	4		
Detective Lieutenant	1		
Detective	4		
Police Officers	18		25
Narcotics Officer	1		
Traffic Officer	1		
Court Clerk II	1		
Deputy Court Clerk	1		
Deputy Records Clerk	1		
Records Clerk II	1		
Dispatcher	5		
Dispatcher (part-time)		1	
School Guards (part-time)		8	
Animal Control Ofcr	2		
Total	<u>47</u>	<u>9</u>	<u>25</u>
<u>FIRE DEPARTMENT</u>			
Fire Chief	1		
Fire Marshall	1		
Secretary I	1		
Fire Captains	3		
Fire Lieutenant	6		
Firefighters	<u>18</u>	<u>0</u>	<u>20</u>
Total	30	0	20

	NUMBER OF FULL-TIME AUTHORIZED POSITIONS	NUMBER OF PART-TIME AUTHORIZED POSITIONS	NUMBER OF RESERVE AUTHORIZED POSITIONS (NOT PAID)
<u>PUBLIC WORKS DEPARTMENT</u>			
Director	1		
Building Inspector	2		
Code Enforcement Officer	2		
Cad/Oper/Survey/Draftsman	1		
Secretary I	1		
Building Official/Inspector	1		
Permit Coordinator	1		
Water & Sewer Manager	1		
Secretary/Receptionist	1		
Field Supervisor	1		
Maintenance Worker II (W & S)	8		
Leadman/Equip. Operator (W & S)	1		
Camera Tech	1		
Pump Tech (W & S)	1		
Foreman Camera Tech (W & S)	1		
Meter Reader	2		
Customer Service Rep.	1		
Draftsman	1		
Foreman/Equip. Operator (W & S)	3		
Foreman/Pump Tech (W & S)	2		
Senior Equipment Operator (W & S)	3		
Building Mnt (W & S).	1		
Mechanic II (W & S)	1		
Motor Pool Mechanic	1		
Mechanic II (Streets)	1		
Motor Pool Supervisor	1		
Street Manager	1		
Parks Supervisor	1		
Gardener	1		
Equip.Opr/Mnt. Mech.II (Streets)	8		
Leadman/Equip Oper (Streets)	1		
Secretary (Streets)		1	
	<u>51</u>	<u>1</u>	<u>0</u>

SUMMARY OF AUTHORIZED
POSITIONS

Judicial Department (part-time)		2	
Executive Department	2		
Finance Department	15		
Administration Department	5	0	
Public Works Department	51	1	0
Police Department	47	9	25
Fire Department	<u>30</u>		<u>20</u>
Total	150	12	45

SECTION 2. That the establishment of a Motor Pool Division is hereby authorized.

SECTION 3. That the Mechanic II position in the Streets Division is authorized to be changed to a Motor Pool Supervisor, and Grade/Step 11/3 will remain the same.

SECTION 4. That the Mechanic II position, grade/step 11/1 in the Water and Sewer-Utilities Division is authorized to be changed to Motor Pool Mechanic at a Grade/Step 9/1.

SECTION 5. That the City Manager is authorized and encouraged to supplement authorized personnel strength with voluntary workers, community service workers, and prisoners labor from any available source.

SECTION 6. That the City Manager is authorized to execute any and all documents necessary.

Motion was made by _____, seconded by _____, and the following vote was recorded:

AYES:

NAYS:

RESOLUTION NO. 60-2005**A RESOLUTION AMENDING THE SCHEDULE OF AUTHORIZED POSITIONS**

WHEREAS, it is the desire of the Mayor and Council to amend the Schedule of Positions that was authorized on June 7, 2005, with Resolution No. 59-2005.

WHEREAS, it is the desire of the Mayor and Council to authorize, as recommended by the City Manager and Public Works Director, amending job titles to facilitate the creation of a Motor Pool to service city vehicles and equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GAUTIER, MISSISSIPPI, THAT:

SECTION 1. The schedule of authorized full-time, part-time, and reserve positions listed below is hereby adopted, as amended.

	NUMBER OF FULL-TIME AUTHORIZED POSITIONS	NUMBER OF PART-TIME AUTHORIZED POSITIONS	NUMBER OF RESERVE AUTHORIZED POSITIONS (NOT PAID)
<u>JUDICIAL</u>			
City Attorney		1	
City Judge		<u>1</u>	
Total		2	
<u>EXECUTIVE</u>			
City Manager	1		
Admn Asst.	<u>1</u>		
Total	2		
<u>ADMINISTRATION DEPARTMENT</u>			
City Clerk/Director	1		
Deputy Clerk	1		
Receptionist	1		
Personnel Asst.	1		
Office Clerk	<u>1</u>		
Total	5		
<u>FINANCE DEPARTMENT</u>			
Director	1		
Deputy Director	1		
Acctg. Tech. II	1		
Purchasing Agent	1		
Customer Service Representative	5		
Warehouse Worker	1		
Secretary	2		
Co-Op/Summer Worker		1	
Acctg. Tech I	<u>3</u>		
Total	15	<u>1</u>	

	NUMBER OF FULL-TIME AUTHORIZED POSITIONS	NUMBER OF PART-TIME AUTHORIZED POSITIONS	NUMBER OF RESERVE AUTHORIZED POSITIONS (NOT PAID)
<u>POLICE DEPARTMENT</u>			
Police Chief	1		
Secretary II	1		
Detective Captain	1		
Police Captains	4		
Police Lieutenant	4		
Detective Lieutenant	1		
Detective	4		
Police Officers	18		25
Narcotics Officer	1		
Traffic Officer	1		
Court Clerk II	1		
Deputy Court Clerk	1		
Deputy Records Clerk	1		
Records Clerk II	1		
Dispatcher	5		
Dispatcher (part-time)		1	
School Guards (part-time)		8	
Animal Control Ofcr	2		
Total	47	9	25

<u>FIRE DEPARTMENT</u>			
Fire Chief	1		
Fire Marshall	1		
Secretary I	1		
Fire Captains	3		
Fire Lieutenant	6		
Firefighters	18		20
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<u>PUBLIC WORKS DEPARTMENT</u>			
Director	1		
Building Inspector	2		
Code Enforcement Officer	2		
Cad/Oper/Survey/Draftsman	1		
Secretary I	1		
Building Official/Inspector	1		
Permit Coordinator	1		
Water & Sewer Manager	1		
Secretary/Receptionist	1		
Field Supervisor	1		
Maintenance Worker II (W & S)	8		
Leadman/Equip. Operator (W & S)	1		
Camera Tech	1		
Pump Tech (W & S)	1		
Foreman Camera Tech (W & S)	1		
Meter Reader	2		
Customer Service Rep.	1		
Draftsman	1		
Foreman/Equip. Operator (W & S)	3		
Foreman/Pump Tech (W & S)	2		
Senior Equipment Operator (W & S)	3		
Building Mnt (W & S).	1		
Motor Pool Mechanic	1		
Motor Pool Supervisor	1		
Street Manager	1		
Parks Supervisor	1		
Gardener	1		
Equip.Opr/Mnt. Mech.II (Streets)	8		
Leadman/Equip Oper (Streets)	1		
Secretary (Streets)		1	
	51	1	0

<u>SUMMARY OF AUTHORIZED POSITIONS</u>			
Judicial Department (part-time)		2	
Executive Department	2		
Finance Department	15		
Administration Department	5	0	
Public Works Department	51	1	0
Police Department	47	9	25
Fire Department	30		20
Total	150	12	45

SECTION 2. That the establishment of a Motor Pool Division is hereby authorized.

SECTION 3. That the Mechanic II position in the Streets Division is authorized to be changed to a Motor Pool Supervisor, and Grade/Step 11/3 will remain the same.

SECTION 4. That the Mechanic II position, grade/step 11/1 in the Water and Sewer-Utilities Division is authorized to be changed to Motor Pool Mechanic at a Grade/Step 9/1.

SECTION 5. That the City Manager is authorized and encouraged to supplement authorized personnel strength with voluntary workers, community service workers, and prisoners labor from any available source.

SECTION 6. That the City Manager is authorized to execute any and all documents necessary.

Motion was made by Savage, seconded by Sanders, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

Hurley Ray Guillotte

James T. Savage

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of Gautier, Mississippi.

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NO. 488-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the City Manager be authorized to bring on board a graduate level intern with a stipend of \$1,000 a month for no more than three months.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents necessary.

Motion was made by Savage, seconded by Jones, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

Hurley Ray Guillotte

James T. Savage

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

M A Y O R

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of Gautier, Mississippi.

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NO. 489-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the city of Gautier, Mississippi, that the pay schedule (Exhibit "A") for Probationary Firefighters is hereby approved.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents necessary.

Motion was made by Sanders, seconded by Jones, and the following vote was recorded.

AYES: Billy Sanders

Johnny Jones

Hurley Ray Guillotte

Jim Savage

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

M A Y O R

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of
Gautier, Mississippi.

EXHIBIT "A"

CITY OF GAUTIER
PAY SCHEDULE FOR PROBATIONARY FIRE
FIGHTERS

PROB. FIREFIGHTER	STEP 01	STEP 02
SALARY	\$20,891.52	\$21,518.28
GRADE 4	\$ 7.44	\$ 7.66

The Budget Amendment item was skipped.

Motion was made by Guillotte, seconded by Savage to receive Items VII.1 and VII.2, and the
following vote was recorded:

AYES: Billy Sanders
Johnny Jones
James T. Savage
Hurley Ray Guillotte

NAYS: NONE

ABSENT: Ken Taylor
Don Hansford

ORDER NO. 490-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier,
Mississippi, that the Privilege License Report for May, 2005, is hereby received.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents
necessary.

Motion was made by Guillotte, seconded by Savage, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

James T. Savage

Hurley Ray Guillotte

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of Gautier, Mississippi.

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NO. 491-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi, that the Minutes from Library Board of Trustees Meeting held April 14, 2005, are hereby received.

IT IS FURTHER ORDERED that the City Manager is authorized to execute any and all documents necessary.

Motion was made by Guillotte, seconded by Savage, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

James T. Savage

Hurley Ray Guillotte

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

MAYOR

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the June 21, 2005, Meeting of the Mayor and Council of the City of Gautier, Mississippi.

There came on for consideration of the Mayor and Members of the Council of the City of Gautier, Mississippi, the following:

ORDER NO. 492-2005

IT IS HEREBY ORDERED by the Mayor and Members of the Council of the City of Gautier, Mississippi that the Docket of Claims is hereby approved:

Motion was made by Savage, seconded by Sanders, to approve if legitimate and not fraudulent, and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

James T. Savage

Hurley Ray Guillotte

NAYS: NONE

ABSENT: Ken Taylor

Don Hansford

M A Y O R

ATTEST:

CITY CLERK

PASSED AND ADOPTED at the meeting of June 21, 2005, by the Mayor and Members of the Council of the City of Gautier, Mississippi.

NOTE: After the meeting it was discovered that there was not a complete listing of claims and there was not a summary page of grand totals representing the different funds. Therefore, in essence there was not a complete docket submitted for approval and will be resubmitted in full text at the meeting scheduled for July 5, 2005.

There being no further business, motion was made by Guillotte, seconded by Sanders to adjourn until July 5, 2005, 6:30 p.m., and the following vote was recorded:

AYES: Billy Sanders

Johnny Jones

James T. Savage

Hurley Ray Guillotte

NAYS:NONE

Absent:Ken Taylor

Don Hansford

APPROVED;

M A Y O R

ATTEST:

CITY CLERK

SUBMITTED TO AND APPROVED by the Mayor of the City of Gautier, Mississippi, this the ____
day of _____, 2005.

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